

NDSA Leadership Meeting Notes

Agenda - April 9, 2014

1. In-person NDSA Leadership: proposed Thursday July 24, 2014 morning (Abbey)
2. NDSA Agenda Outreach meeting: proposed Monday July 21 afternoon (Abbey)
3. ICONC report feedback from Micah (history), Jim, John, Meg (membership) & Andrea (membership/activities)
4. Progress report on having an education & training program attached to NDSA outreach group (Abbey P)
5. Communication Officer role description (to circulate)
6. NDSA Agenda drafting schedule (Micah)
7. Transition process for WG co-chairs (Abbie G)
8. POWRR letter of support

Abbey Potter will create an outlook appointment and draft agenda for the 1) in-person NDSA leadership meeting and 2) the NDSA Agenda Outreach meeting that will take place around the July DigitalPreservation 2014 meeting.

- NDSA Agenda Outreach: Monday July 21 1pm – 4pm at the Library of Congress
- NDSA Leadership: Thursday July 24, 2014 9am – 12pm at the Library of Congress

Erin Engle will circulate a NDSA Communications Officer position description to the Leadership Group (LG). Comments will be received by email and the resulting description will be posted to the website or wiki.

Micah Altman shared the remaining drafting schedule for the 2015 NDSA Agenda. A rough draft is available now in the shared Google Drive. It is the previous version of the agenda updated with new content collected from WGs and others. If you'd like to view the changes from the previous agenda a Word doc in the Drive shows all of them. Please review the current draft for any major inaccuracies or gaps and submit those to Micah and the rest of the LG by April 18. The draft will be reviewed by section for consistency and completeness and will be expanded in some places to provide concrete examples, citations, a summary of key related initiatives and possible actions or ways forward. This will be completed by April 23rd with the goal of having a draft to review to the LG by April 30. A draft will be shared with external reviewers by May 5th.

<https://drive.google.com/folderview?id=0BzQOHEAU8PYVdkV5NUZCX1RVQms&usp=sharing>

To report on a follow up action from last month's meeting, the NDIIPP Digital Preservation Outreach and Education and National Digital Stewardship Residency staff will be presenting at the new Outreach Working Group (OWG) call on their programs and proposing the start of an Education & Training subgroup of the OWG.

The POWRR project has requested a letter of support for an NEH proposal. This request sparked a discussion about NDSA policies for considering and offering letters of support to NDSA members. Micah drafted a policy for consideration and proposed there be a centralized location on the NDSA website for NDSA policies.

<https://docs.google.com/document/d/1LPW2AUuInUdWIGBQZQCsU2VS4P1Ybs9Bb2utwlrU7bo/edit>

The POWRR project was generally well received however the full proposal wasn't available. Abbey will request the full proposal or additional information they do have about the workshops they are proposing and circulate it with a draft letter of support to the LG. Coordinating Committee (CC) members will then have three days to vote "yes" or "no/more discussion" to supporting the proposal. At least two votes will be required for approval or disapproval.

Feedback on the ICONC report recommendations was compiled by Micah and Andrea Goethals and made available in the following Google docs.

Draft task list for ICONC history/mission recommendation (Micah):

<https://docs.google.com/document/d/1P4o5sFnpQQx42mCsRq8DPxqRKJDjWxpbKAbX1MflHQg/edit>

Notes from discussion of working group recommendations in ICONC report (Andrea):

<https://docs.google.com/document/d/1oEDg4qtpCJBg7NZ4Q9ItOX35w0qgxXNRCS627S4qRug>

Only a few of Micah's points were covered before a wide-ranging discussion that touched on organizational challenges at the Library of Congress that affect the NDSA and its ability to respond to ICONC report recommendations. Micah shared he is in the process of getting a meeting with the Deputy Librarian of Congress, Robert Dizard, Jr., and the possible talking points of this meeting were discussed.

Further discussion of ICONC report recommendations will take place at the next LG conference call.